

COUNTY ADMINISTRATOR

Fayette County is seeking to fill the position of County Administrator. Fayette County is located about 15 miles south of the city limits of Atlanta and is considered an integral part of Metro Atlanta. Encompassing about 199 square miles, Fayette County government provides a full range of services to its estimated 110,000 citizens with a workforce of 750 plus employees and an annual general fund budget of \$45 million in FY2012. In spite of its relatively small size in terms of land area, Fayette County offers its residents a variety of amenities and recreational activities. Success in fusing together a rich heritage and a flair for cosmopolitan living has earned the Fayette Community a place among favored communities in America.

The County Administrator is responsible for directing the operation of the County and delivery of services to citizens; developing long range plans and goals; directing development of the annual budget, ordinances, resolutions and Commission agendas and providing guidance to the County Commission and elected officials regarding issues of government and public concern.

Also, the County Administrator coordinates activities with other elected constitutional officers; responds to citizen and media inquiries; serves as a County liaison to regional, state and federal agencies along with local governments both inside and outside the County; performs other duties as assigned by the Board of Commissioners.

Compensation is commensurate with education, experience and qualifications and includes a comprehensive benefits package.

A Master's in Public Administration or a closely related field with a minimum of ten years' experience in public management is required.

Qualified applicants can submit their applications on the County website at www.fayettecountyga.gov. At the end of the online application process, applicants must attach a copy of their resume, references and salary history in Word format.

Position open until filled.

Fayette County is a drug free employer and all applicants are subject to a post-employment offer drug screen. In accordance with Georgia State Law, all applicants are subject to Public Disclosure.

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